

Federal Victims of Crime Act (VOCA) Victim Assistance Program



FY2021 Request for Grant Applications

Massachusetts Victim and Witness Assistance Board

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The mission of MOVA is to empower all crime victims and witnesses in the Commonwealth of Massachusetts. MOVA strives to ensure access to equitable services, across the Commonwealth, which meet the unique needs of those impacted by crime through survivor-informed policy development, fund administration, training, and individual assistance.

Massachusetts Office for Victim Assistance

VOCA (Victims of Crime Act) Grant Request for Grant Applications (RGA)

RGA File Name/Title:

FY2021 VOCA Renewal

RGA File Number:

21VOCAVWA

Procuring Department:

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Applicable Procurement Law

MOVA adheres to 815 CMR 2.00, the Comptroller's policy for State Grants, Federal Sub-Grants and Subsidies (September 2014). Information pertaining to these procurement regulations may be found on the [comptroller's website](#).

Expected Duration of Contract (initial duration and any options to renew)

<i>Contract Duration</i>	<i>Number of Options</i>	<i>Number of Years</i>	<i>Instructions</i>
Initial Duration	n/a	2 years (July 1, 2018-June 30, 2020)	Initial 2-year contract
Renewal Options	1	2 years (July 1, 2020-June 30, 2022)	Dependent on agency performance, identified renewal requirements, and availability of funds.
Total Maximum Contract Duration	n/a	4 years (July 1, 2018-June 30, 2022)	n/a

RGA and all required forms can be downloaded from <https://www.COMMBUYS.com/bsol/> and www.mass.gov/mova

VOCA Grant
FY2021 Request for Grant Applications
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Introduction

This procurement is for currently funded VOCA recipients only. The purpose of this procurement is to provide continued support to agencies providing counseling, advocacy, and intervention services free of charge to victims of crime via the VOCA grant.

The Massachusetts Office for Victim Assistance (MOVA) operates under the guidance of the Victim and Witness Assistance Board (VWAB). The VWAB administers federal funds for victim services available through the Federal Victims of Crime Act of 1984 (VOCA), VOCA statute 34 USC 20103, which authorizes states to sub-award annual VOCA grants for the financial support of eligible crime victim assistance programs.

VOCA awards are awarded on a four-year grant cycle. The initial contract duration was for fiscal years 2019 and 2020. Via this procurement, funding levels will be reviewed for fiscal years 2021 and 2022. This procurement marks the final two-year contract in this grant cycle. See below for information on allowable costs. Renewal contracts will be awarded based on satisfactory performance, compliance with the renewal process, VOCA regulations, and funding availability. All grant awards are made by the VWAB.

Eligibility

Only applicants who received a FY2019/FY2020 award may apply during this renewal period.

A full eligibility checklist is included as a separate document to determine and certify continued eligibility for funding.

Successful applicants must abide by the requirements outlined in this RGA and the current edition of the VOCA Policies & Procedures Manual. Applicants are strongly encouraged to read all documents thoroughly prior to preparing an application.

Priority Categories

Through this renewal, MOVA seeks to maintain the previously identified priority categories which are:

- | | |
|-----------------------------------|---|
| ➤ Child Abuse ⁱ | ➤ Sexual Assault ⁱⁱⁱ |
| ➤ Domestic Violence ⁱⁱ | ➤ Survivors of Homicide Victims ^{iv} |

In an effort to address the unique needs of LGBTQIA victims and victims with Limited English Proficiency (LEP), MOVA intends to continue to dedicate a minimum of 10% to support their access to focused and specific services. Applicants selecting any of the above priority areas **must** have a program mission which includes offering specialized services to meet the needs of these crime types and populations.

This does not prevent MOVA from distributing more than 10% of its VOCA funds to any one area of special need, nor does it restrict MOVA from funding applicants providing direct services to crime victims who do not fall within these groups. In addition, the ten percent minimum requirement may be reduced or waived if it is determined that a particular area is receiving significant financial assistance from other sources.

Renewal Proposals

Applicants are expected to request funding levels which reflect their FY19/FY20 approved budget. Applicants are strongly cautioned to only apply for the amount of funding they can responsibly expend in the grant period. MOVA will be tracking expenditure rates throughout the life of the grant and may take action to avoid large de-obligations at the end of grant periods.

MOVA will not consider requests to increase staffing levels beyond the currently approved levels.

Unspent FY21 funding WILL NOT be eligible to rollover into FY22.

While MOVA is placing limits on the overall FTE level, MOVA encourages applicants to consider seeking additional funding for the following organizational supports:

- Increased compensation not to exceed 5% within the 'personnel – salary' cost category.

- An increase in necessary fringe and related indirect chargeback. Adjustments should be calculated based on the annual cost, regardless of timing of increase.
- Agencies that did not request an indirect cost rate via the FY19 VOCA RGA, and have a currently approved federal indirect rate, or who wish to elect the 10% de minimus, may do so.
- Professional development, funds which support annual professional development to support your victim services program (VOCA and VOCA match funded FTE, and non-VOCA funded direct service personnel). Professional development can include but is not limited to sending staff to: trainings to learn critical victim service delivery skills; to a victim services related national conference; for an in-service training. At the time of application, specific opportunities do not need to be known.
- Limited English Proficiency (LEP) supports, funds which support the purchase of tools, equipment, and/or services to aid in the provision of direct services to limited English proficient (LEP) clients. Items can include, but are not limited to: use of a language line; translation of brochures; etc.

In addition to the funding requested and awarded through the renewal process, MOVA anticipates making approximately \$2,500,000 in funding available to support technology upgrades.

Applicants applying for technology costs, must complete the separate, additional set of questions, funding request forms, and submit vendor quotes (where applicable). See page 10 of this RGA for more information.

Items may include, but are not limited to:

- Hardware and software
 - Items such as cell phones, laptops, tablets, printers, software packages, etc.
- Infrastructure
 - Items such as servers, databases, etc.
- IT contracted services
 - Items such as the development of a database, server maintenance, etc.

Technology funding will be awarded separately from the renewal application. If unexpended, funds awarded for technology will not be eligible to support other costs. Applicants should not expect ongoing funding support beyond the one year (FY21) award. MOVA will not commit to annual maintenance costs associated with purchases made via this funding. It is expected that all awarded funds will be expended in FY21. Funds awarded to support technology in FY21 will not be eligible to rollover into FY22.

Applicants should apply for the full cost of requested items. MOVA reserves the right to pro-rate requested costs based on factors such as a review of the overall agency mission as it relates to victim services. For example, if an agency is organized as a traditional family assistance center which serves all community members and does not primarily focus on victims, MOVA may support a pro-rated portion of the request. However, if the agency mission is to serve victims entirely (e.g. a domestic violence shelter), MOVA may support the full request.

Available Funding

For FY2019/2020, MOVA awarded \$72,266,249 to 98 victim service agencies and 134 programs to provide VOCA funded services across Massachusetts. For FY2021 and FY2022, MOVA anticipates making similar awards to support eligible and allowable programming. This procurement will represent the final two years of a four-year cycle and will run from July 1, 2020 – June 30, 2022. Budgets will be submitted for each year individually. Unspent FY21 funding WILL NOT be eligible to rollover into FY22. It is anticipated that an open bid process for FY23 funding will occur in the final months of the calendar year 2021.

SAFEPLAN and DDTF PET Funding

SAFEPLAN SERVICES AND DRUNK DRIVING TRUST FUND – PREVENTION, EDUCATION AND TRAINING (DDTF

PET) PROGRAMMING WILL NOT BE FUNDED THROUGH THIS RGA. For questions regarding the FY21 SAFEPLAN RGA, or the FY21 DDTF PET RGA, which will be released on or about November 13, 2019, contact Kristen Tavano, Senior Grants Procurement Manager at kristen.tavano@mass.gov.

Matching Requirement and Waivers

Successful applicants must provide non-federal support for their VOCA program in the form of cash and/or in-kind contributions. Applicants must match in the amount of 25% of their VOCA award. Full or partial match waiver requests will be considered on a case-by-case basis by MOVA and the Federal Office for Victims of Crime (OVC).

Method for Cost Reimbursement

VOCA grants are cost reimbursement projects. Successful applicants will be provided the necessary instruction and forms regarding reimbursement. Successful applicants must have sufficient funds on hand to support the project without a cash advance. **Reimbursements will be made only for costs included in the approved program budget, and only after the approved costs are incurred and expensed.** Reimbursements are subject to the Commonwealth of Massachusetts Bill Paying Policy and General Payment Policies established by the Office of the Comptroller.

Application Process

Register on COMMBUYS

COMMBUYS, the Commonwealth's Procurement system will be utilized for posting the application, questions, and ultimately the awards related to this procurement. Although not required, all applicants are encouraged to register on COMMBUYS as a "Seller." Information regarding registration and training can be found at: <http://www.COMMBUYS/training-and-registration.html>

Intent to Apply

All applicants are strongly encouraged to submit a letter of intent for each VOCA program by **December 9, 2019**. Failure to do so may impact the review process. The form can be found on [COMMBUYS](#). A hard copy original is not required. Confirmation of receipt will be sent via e-mail to the program contact listed on the form.

Timeline

November 13, 2019	Anticipated Date, Release of Request for Grant Applications on COMMBUYS
December 3, 2019	Bidders' Conference (non-mandatory, webinar) 1:30pm-3:00pm Register: https://attendee.gotowebinar.com/register/8963101544257717005
December 9, 2019	Intent to Apply Form due
December 13, 2019	Deadline to submit written questions regarding RGA Answers to question will be posted on COMMBUYS on or before December 17, 2019
December 23, 2019	Grant Submission Deadline 5:00 p.m.
March 18, 2020	Pending Victim and Witness Assistance Board Meeting: Vote on VOCA awards
Spring 2020	FY21-FY22 VOCA contracting process (anticipated via MOVA e-grants)
July 1, 2020	Start date for FY21 VOCA grant
Fall 2021	Anticipated Date, Release of Request for Grant Applications – FY23 VOCA Open Bid
June 30, 2022	End date for VOCA grant

Note: Timeline is subject to change at the discretion of MOVA and/or the Victim and Witness Assistance Board.

Bidders' Conference

A non-mandatory Bidders' Conference will be held via webinar on December 3, 2019 from 1:30pm - 3:00pm. Though not mandatory, renewal applicants are strongly encouraged to attend. Register: <https://attendee.gotowebinar.com/register/8963101544257717005> Applicants are also encouraged to submit questions as detailed in the section below.

Questions/Technical Assistance

Kristen Tavano, Senior Grants Procurement Manager, is the designated Procurement Team Leader for this RGA. Applicants may submit written questions about the RGA or Policies and Procedures until December 13, 2019. Questions must be submitted via e-mail to kristen.tavano@mass.gov. Answers to all questions received will be posted on [COMMBUYS](#) on or before December 17, 2019. **In order to abide by the Commonwealth's Procurement Policies and Procedures, only written questions will be permitted.**

Any amendments, cancellations, or corrections and clarifications to this RGA will be made by the Procurement Team Leader. Notifications will be posted on [COMMBUYS](#) and sent via e-mail to applicants intending to apply.

Application Instructions

All applicants are required to use the PDF application provided by MOVA. This application is fillable, and progress can be saved. It is the responsibility of the applicants to ensure that they have downloaded the appropriate software to fill out this application. The software can be found at: [Adobe Reader](#)

Applicants who are applying for funds for more than one program within their agency are to complete an application for EACH program.

Documents for Application Submission:

This section (A-J) will be completed once for each program.

Forms are available on [COMMBUYS](#) and [www.mass.gov/mova](#).

A. PDF Application

Section I.

Applicant Information

Provide the contact information for the program's parent organization, including the legal name, current address, phone number, e-mail, and leadership contact.

All contact information must be provided for the individuals who will be the programmatic contact (such as a Director or a Program Coordinator) and the fiscal contact (such as a CFO or a Controller) for the VOCA-funded program. The identified contract manager will be responsible for contract/program compliance with VOCA Policies & Procedures.

Section II.

Funding Request and Proposed VOCA Program Summary

Indicate the amount of funding requested and provide details on your agency's indirect cost rate.

Write a brief program summary that outlines the free services which will continue to be supported by VOCA funding. Include:

- The program name, population and geographic region to be served;
- Any unique service capacity such as language capacity or specialized services offered;
- State the goal(s) of the program, including how services will impact the victim population to be served;
- Do not include activities offered by your organization that would not be supported by the VOCA grant, nor any unallowable activities.

Keep your summary brief and in the present tense (i.e. "provides" instead of "will provide"). You will be limited to the text box itself.

Program Details

Indicate:

- Agency mission statement: state the agency's mission and length of operation, include the specific program length of operation;
- The county(s) to be served by the VOCA program – select all that apply. If selecting 'statewide,' a narrative must be provided to explain how your program provides services to victims across the state, including specific examples of services and/or supports used;
- The level of VOCA program staffing requested – the total will auto-calculate;
- Provide the total amount of funding that is allocated to this program – the total will auto-calculate;
- VOCA priority categories: If the mission of your VOCA program includes offering specialized services to meet the needs of multiple priority categories, select all that apply. *Do not select a priority category if the mission of your VOCA program does not specify that priority category;*
- Funding allocated by crime type: indicate in percentage form how much of your VOCA request will be allocated to each crime type;
- Match waiver request: Applicants requesting a match waiver, must do so via MOVA, for each program application.

Waivers are granted solely at the discretion of Office for Victims of Crime (OVC). The following information is required:

- Amount of funding available for use as match
- Amount of match requested to be waived
- Justification as why match is a hardship and potential impact on programming if a waiver is not granted.

Section III.

Program Narrative

All responses will be limited to the text box provided.

1. State the objectives of your program, as identified in your FY19 application (question 2), and the specific services and supports the program has provided to victims to achieve these objectives.
2. Detail how your program measures progress to program objectives and success in meeting the ongoing need for services. Include a description of the resources/tools you use to do so. Attach examples of any client surveys or evaluations used.
3. Describe the ongoing need for the program's services in the region(s) served using one or more types of agency data (use of at least one data point is required: clients served, waitlist, and/or client/community survey results). Provide information on FY19/FY20 caseloads and/or client coverage information, as well as details on response time and waitlist management.

****Applicants applying for technology costs, must also complete the separate, and additional set of narrative questions. See additional attachments, page 10.****

B. Interim Logic Model

Applicants will use the logic model submitted during the FY19 contracting process to describe proposed VOCA funded activities.

- *Inputs/Resources* – resources (e.g. funding, people) that are being invested in the program/project, such as additional staff and new technology.
- *Activities* – actions or events that the program/project does with the resources provided, such as hire advocates, provide support groups, create survivor networks, and supply shelter or other items.
- *Outputs* – products that result from those activities and who will be included in them, such as the survivors who attend support groups or professionals that are trained.
- *Projected outcomes* – both short and long-term changes in behavior or knowledge as a result of the program/project. Short-term outcomes are immediate, measurable results of the activity that are typically presented in less than 2 years, and long-term outcomes are intended project results in the future (i.e. 4 to 5 years, or more).

C. FY21/FY22 Funding Request Form and Narrative

Applicants are required to identify each cost as direct or administrative, while maintaining the 75% direct/25% administrative split requirement as detailed. Funding request forms with/without a match contribution are available.

For each line item, it is required that a budget narrative is completed to justify and explain all costs in full detail. Applicants are encouraged to include whole numbers in their budgets (e.g., round up to the nearest dollar for each cost). Review the VOCA Policies & Procedures Manual and Appendix C for more information on the allowable costs within each category.

****Applicants applying for technology costs, must also complete the separate, and additional funding request form. See additional attachments, page 10.****

D. Paid Victim Service Staff: Job Descriptions and Resumes

Any personal or identifying information, beyond the employee's name, **is to be** redacted from these documents. All applications become public documents after awards are made. Applicants must provide a one-page job description for each VOCA-funded and VOCA match position. Describe only the activities funded

through VOCA funds. Staff titles must match those titles listed in the narrative, logic model, and funding request. The qualifications, lines of supervision, work hours and job activities should be clearly defined. The job descriptions will become part of the grant. If available, place the corresponding resume after each job description.

E. Unpaid/Volunteer Victim Service Staff: Job Descriptions and Resumes

Use of volunteers is an eligibility requirement in order to receive VOCA funds. While allowable, volunteers are not required to provide direct services in order to meet this requirement. If your agency is facing challenges in meeting the volunteer requirement, a waiver may be requested

Applicants must provide a job description no longer than one page of the way(s) in which unpaid volunteer victim service staff will be utilized in conjunction with the VOCA program(s) including recruitment, training, lines of supervision, and unpaid/volunteer activities. If resumes are available, provide them with contact information redacted (address, phone number, etc.)

If requesting a volunteer waiver, a separate document must be provided which outlines the steps taken to secure a volunteer and formally requests this requirement to be waived. Volunteers must be utilized until express approval from MOVA has been received.

F. Support Letters

Letter from Agency Leadership

Submit a letter written and signed by the President or Chair of the Board of Directors, or in instances where there is not a Board, a letter from the agency head, that indicates support for the renewal application submittal, and that the agency agrees to abide by all terms and conditions of the VOCA grant program and any modifications or additional requirements that may be imposed by law.

Incarcerated Victims – Memorandum of Understanding (MOU)

If funded to provide services to incarcerated victims in FY19/20, and applying to continue these services, an updated and current MOU is required. The MOU must be with the Department of Correction, Sheriff's Department, or Department of Youth Services and outline how services will be offered.

G. VOCA Program Organizational Structure Chart

Provide an organizational chart for each program that uses VOCA-funded staff. Indicate all VOCA program positions on the organizational chart, including paid and unpaid/volunteer victim service staff. Applicants do not need to include every unpaid/volunteer position, but do need to indicate the approximate number of unpaid/volunteer victim service staff and where they fit into the agency structure. The chart for the VOCA program must delineate the total hours that the direct service staff are employed, and the funding sources that support the staff time. (e.g., Jane Smith, Rape Crisis Counselor, 40 hrs/wk - .5 FTE VOCA/.5 FTE DPH).

H. Technology Narrative

All responses will be limited to the text box provided.

Identify the items being requested and the reason for the request (check all that apply). Provide responses to the following questions:

- Identify the specific technology costs being requested via VOCA funding, and outline your agency's need for each item.
- Will you be leasing or purchasing the items? Provide details.
- Do you anticipate ongoing maintenance/upgrade costs associated with any of the items? If yes, provide details.
- For individual items over \$5,000, provide justification for the costs requested by attaching a supportive vendor quote, website print out, and/or other knowledge of cost. List each item and the supportive documentation provided.

I. Technology Funding Request Form

If requesting technology costs, a separate technology funding request form **MUST** be submitted for FY21 only. The technology request form includes only three allowable cost categories – contracts, equipment and indirect.

For each line item, it is required that a budget narrative is completed to justify and explain all costs in full detail. Applicants are encouraged to include whole numbers in their budgets (e.g., round up to the nearest dollar for each cost). There is no 75 % direct/25% admin split required for the technology funding request.

J. Technology Vendor Quotes

It is expected that applicants requesting technology costs research the items requested. For individual items over \$5,000, provide justification for the costs requested by attaching a supportive vendor quote, website print out, and/or other knowledge of cost.

This section (K-P) will only be completed once per agency.

K. Contractor Authorized Signatory Listing Form

All applicants must complete the Contractor Authorized Signatory Listing Form, which identifies the individual(s) authorized to sign contracts for the organization. Applicants may authorize multiple signatories. The authorized signatory on the application must be identified on this form. This form must be notarized.

L. Organizational Questionnaire

Submit form addressing questions based on applicant agency (if submitting multiple applications, you must submit this form with each application).

M. Victim Confidentiality Policy

Community-Based Applicants

Submit a description of your agency's victim confidentiality policy (max 1 page) and how the confidentiality of records is maintained. Confidentiality policies should be formalized, apply to all individuals having access to confidential information, and include a release of information form (submission not required).

State Applicants

If, by law, your state, municipal or other public/government agency is not able to offer confidentiality to a victim of crime seeking your services, provide a policy or protocol that defines the communication between the proposed positions to be funded and the victim. It is expected that this policy/protocol include reasonable attempts to provide notice to victims affected by the disclosure of the information and take reasonable steps necessary to protect the privacy and safety of the persons affected by the release of the information.

N. Agency Organizational Structure Chart

Provide a chart of the agency's current administrative structure, indicating where the existing VOCA program(s) fits into the agency and direct lines of supervision.

O. Federally approved indirect cost rate letter (if applicable)

Applicants requesting indirect cost rates are required to provide either a current federally approved indirect cost rate letter or may request the ten percent de minimus rate. The de minimus rate may not be requested if the applicant's federally approved rate has expired. All rates are subject to MOVA review prior to contracting.

P. Eligibility Checklist

Complete and submit.

Grant Application Submission

Applications are due no later than 5:00 pm on December 23, 2019.

Final decisions to extend or waive deadline requirements due to extraordinary circumstances (such as the closure of state government due to inclement weather conditions, strikes, or unforeseen circumstance) may warrant an exception, which will be communicated by MOVA. Individual applications received after the submission deadline will be deducted points from their overall score.

Applicants must submit all documents as separate attachments. The PDF grant application and grant funding request forms are fillable and can be saved. It is strongly encouraged that applicants save their progress as they complete their applications. Application documents created by MOVA must be received in their respective formats (PDF) and cannot be accepted in an alternative format (i.e., scanned copies). Electronic signatures are required. Applicants may use read receipts to ensure delivery of applications.

Application documents must be e-mailed to: MOVAGrants@state.ma.us

Ensure that attachments are labeled correctly, clearly identifying whom they are from and what the document is. MOVA recommends using the following example as a proper attachment label:

- *Example 1:* 2021_VOCA_Application_AgencyName
- *Example 2:* 2021_VOCA_FundingRequestForm_AgencyName

Evaluation Criteria

MOVA will conduct a preliminary review of responses to ensure eligibility of applicants. Applications will be subsequently reviewed for completeness, including submission of critical elements (PDF application, funding request form and logic model). Those responses that do not meet all of the eligibility and/or completeness requirements as outlined may not be funded.

The scoring and evaluation system is an evaluative tool only and is not wholly determinative of which agencies are awarded grants. MOVA will make a best value determination and reserves the right to apply additional evaluative criteria in decision making and to negotiate budgets with successful applicants. Additional evaluative criteria may include but is not limited to: prior compliance with requirements such as timely submission of expenditure and data reports; monitoring findings and agency response.

The following areas will be considered when reviewing applications:

- Has the applicant provided a complete application, including a detailed program narrative and funding request, which outlines VOCA allowable services?
- Has the applicant provided a complete and detailed response which includes: an update on the status of program objectives; information on the ongoing need for program services – including use of at least one data point – and how the program has met, and plans to keep meeting, these needs.

For technology funding requests:

- Has the applicant provided a complete and detailed response which includes: a complete program narrative and funding request which outlines the need for the items requested, along with supportive documentation of expected costs where applicable.

Debriefing Procedures:

Unsuccessful applicants may request a debriefing from MOVA. To request a debriefing, the agency must contact the Procurement Team Leader in writing or via e-mail. Requests for debriefing must specify which grant the debriefing is referring to and be received within 14 days of the award vote by the VWAB. The Procurement Team Leader will schedule a mutually convenient time to meet, in person or via conference call. A debriefing presents an opportunity for the unsuccessful applicant to ask questions regarding the evaluation of its response and the review process overall. Debriefings are forums in which areas of weakness or non-compliance in the applicant's application can be identified and discussed, along with suggested improvements

for future applications. Unsuccessful applicants aggrieved by the decision of a department must participate in a debriefing as a prerequisite to an administrative appeal.



The recipient of funds must also agree to abide by the Office of Justice Programs (OJP) Financial Guide, effective edition, [Office of Justice Programs Financial Guide](#). For more information, see the General Subgrant Conditions posted on www.mass.gov/mova

If selected for a VOCA award, a copy of the Standard Contract Form/ISA will be e-mailed to the Executive Director/leadership of your agency and copied to the identified Contract Manager in your grant, and must be signed before the deadline in order to enter into a contract with the Commonwealth. By signing this form, the Contractor agrees to comply with all applicable Massachusetts and federal laws and regulations and to perform the contract in accordance with the Commonwealth Terms and Conditions for Human and Social Services.

The applicant may not alter this RGA or its components except for those portions intended to collect the bidder's response. Modifications to the body of the RGA, application, specifications, terms and conditions, or any other documents that would change the intent of this RGA are prohibited. Any modifications other than those made where the applicant is prompted for a response will disqualify the response.

Applications are expected to be complete upon submittal. MOVA reserves the right to deny review of an incomplete application. Review the Checklist carefully to ensure that required information is not omitted from the application. Do not submit any materials that are not requested, as they will not be considered.

ⁱ This may include physical abuse that is nonaccidental physical injury (ranging from minor bruises to severe fractures or death) as a result of punching, beating, kicking, biting, shaking, throwing, stabbing, choking, hitting (with a hand, stick, strap, or other object), burning, or otherwise harming a child, that is inflicted by a parent, caregiver, or other person. Such injury is considered abuse regardless of whether the caregiver intended to hurt the child. This may include activities such as fondling a child's genitals, penetration, incest, rape, sodomy, indecent exposure, and exploitation through prostitution by a parent, caregiver, or other person. Includes teen sexual assault.

ⁱⁱ A crime in which there is a past or present familial, household, or other intimate relationship between the victim and the offender, including spouses, ex-spouses, boyfriends and girlfriends, ex-boyfriends and ex-girlfriends, and any family members or persons residing in the same household as the victim. Involves a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

ⁱⁱⁱ Includes a wide range of victimizations; crimes that include attacks or attempted attacks generally involving unwanted sexual contact between victim and offender. Sexual assaults may or may not involve force and include such things as grabbing, fondling, and verbal threats. Also included is rape, which is defined as penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ by another person, without the consent of the victim; may also include penetration of the mouth by a sex organ by another person.

^{iv} Survivors of victims of murder and voluntary manslaughter, which are the willful (intent is present) killing of one human being by another.